

**TOWN OF WILLIAMSPORT  
MAYOR AND COUNCIL MEETING MINUTES  
February 13, 2012**

A regular meeting of the Williamsport Mayor and Council was held on February 13,, 2012, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor James G. McCleaf II  
Asst. Mayor Anthony Drury  
Councilwoman Joan Knode  
Councilman Jim Kalbfleisch  
Councilman Bill Green  
Councilman Tim Fraker  
Town Attorney Ed Kuczynski

Also present Donnie Stotelmyer, Town Clerk

Mayor James G. McCleaf II called the meeting to order. Mayor McCleaf asked all in attendance to stand for a moment of silence followed by the pledge of allegiance.

A motion was made by Councilman Tim Fraker to accept the minutes of the regular meeting minutes held on January 9, 2012, the Executive meeting minutes held on January 9, 2012 and the Closed meeting minutes held on February 6, 2012, seconded by Councilwoman Joan Knode with all voting in favor motion carried.

**Financial Report**

A motion was made by Councilman Tim Fraker to accept the Financial report as presented seconded by Councilwoman Joan Knode with all voting in favor motion carried.

**Guests**

Mayor James McCleaf introduced Mike Nestor of Thrasher Engineering. Mr. Nestor reported on the following.

- Pump Station #1 is up and running. The pumps are performing within designed ranges but appear to have some excess vibration. Tests were run to make sure that pumps are performing correctly. HOMA representatives will run additional tests this week to confirm.
- Pump Station #4 is on line and running well. An alarm did trip over the weekend because of an electrical blip but once the station was reset, everything continued working well.

- The Town would like to add a new generator to the plans at Pump Station #1. Thrasher will check to make sure it fits within the town's budget before generating a change order for the addition of the generator and new fuel tank. The existing transfer switch will be used unless it nullifies the new generator's warranty. LDH will confirm that using the existing transfer switch is ok.
- LDH will submit costs for the changes in routing at Pump Station #4 as well as costs for constructing a new panel board at Pump Station #2. (which will bring controls above the ground, giving more clearance in case of flood waters)

#### **RECENT WORK:**

- PUMP STATION #1:** \* Minor grading and site clean up. Seed and mulch.
- PUMP STATION #2:** \* Muffin Monster MH installed. Electrical conduit installed. Cores are cut.
- PUMP STATION #3:** \* Muffin Monster MH installed. Electrical conduit is installed. Control Panels/Boards have been mounted. Bypass pumps on site.
- PUMP STATION #4:** \* Minor clean up and completion of electrical work. Generator is in.

#### **SCHEDULED WORK:**

- PUMP STATION #1:** \* Fill concrete into bollards.
- PUMP STATION #2:** \* Set up bypass equipment. Complete electrical sufficient to bypass. Dismantle existing pumps.
- PUMP STATION #3:** \* Complete bypass setup. Complete electrical sufficient to switch to bypass. Dismantle existing pumps.
- PUMP STATION #4:** \* Wire in heater and exhaust fan. Seed and mulch.

**NOTES:** Will repair storm inlet that was damaged at Pump Station #2.  
Donnie is contacting internet provider with regard to remote control to P.S. #1.

Mayor James McCleaf introduced representative of the Washington County Boys and Girls Club Mr. Matt Krantz. Mr. Krantz was present to thank the Mayor and Council for allowing the Boys and Girls Club to collect donations for the club during the Christmas season in Byron Memorial Park.

Mayor James McCleaf introduced Mrs. Lee Ann Stotemyer representing the Williamsport Food Bank. Mrs. Stotemyer was present to thank the Mayor and Council for allowing the Food Bank to collect donations for the club during the Christmas season in Byron Memorial Park.

Mayor James McCleaf introduced Ben Cross of the Humane Society of Washington County. Mr. Cross thanked the Mayor and Council for participating in this year's Polar Bear Plunge. This year's event set a record by raising over \$22,000. In addition to being a record fundraiser, this

year's Polar Bear Plunge holds the distinction of having had the largest number of participants with close to 400 and many more spectators on the banks of the Potomac. Mr. Cross presented a plaque to the Mayor and Council for their commitment to the Humane Society of Washington County.

### **Correspondence**

Mayor James McCleaf read a thank you note from the Humane Society of Washington County thanking the Mayor and Council for participating in this year's Polar Bear Plunge. With the Council's help we set a record by raising over \$22,000. After expenses the event resulted in a \$17,500 donation for the animals.

### **Reports:**

#### **Board of Elections Supervisor**

No report

#### **Board of Zoning and Appeals**

No report.

#### **History and Museum Board**

Jerry Knode of the History and Museum Board reported on the first meeting at Homewood Retirement Village that 20 people attended. The museum will be opening up in March and will be meeting 2nd Friday of each month. Mr. Knode also reported that the History and Museum Board is also working on this year's Charlie Brown Christmas and Retreat through Williamsport.

### **Planning Commission**

#### **Permits Reviewed:**

|          |                             |                               |             |              |
|----------|-----------------------------|-------------------------------|-------------|--------------|
| 2011-050 | 135 N. Artizan St.          | Building upgrade              | Approved    | Fee: \$50.00 |
| 2012-001 | 415 S. Conococheague St     | Request for Zoning compliance | Info. Faxed | Fee \$75.00  |
|          | Authorization for Licensing |                               |             |              |
| 2012-002 | 154 N. Artizan Street       | Modification of old Rehab for | Approved    | Fee \$50.00  |
|          |                             | Pantry and Warming Kitchen    |             |              |

Business:

Outstanding Business:

|                        |   |
|------------------------|---|
| Buffer Ordinance –     | pending from attorney                           |
| Demolition Ordinance – | pending from attorney                           |
| Zoning Map             | - Finalized awaiting Mayor and Council Approval |

New Business:

Scripting Abandonment Ordinance for Mayor and Council Review

We request consideration be given for the appointment of Carolyn Spinney to the Planning and Zoning Commission.

Carolyn is a resident of the Town of Williamsport, residing at 14 N. Artizan Street. She has been actively involved with our meetings since July, 2011. Carolyn displays a sincere interest in our Town, and shares with the Commission our desire to strengthen a planned approach for the improvements and changes that may be necessary.

The Planning and Zoning Commission meets the 1<sup>st</sup> Wed of each month, with occasional work session each of the subsequent Wednesdays of the month.

### **Land Use**

No report

### **Legal Council**

No report.

### **Sheriff's Report**

Mayor James McCleaf gave the January Sheriff's report.

### **Council report**

Councilman Tim Fraker gave the following pool report:

- 1.) Pool Committee met on Wednesday, January 18, 2012.
- 2.) Red Cross Swim Lesson fliers are being prepared to be distributed.
- 3.) Good response from pool employees returning for 2012 pool season.
- 4.) Pool Opening Day is scheduled for May 26, 2012 at noon.
- 5.) Pool contracts are ready to be presented tonight for approval.
- 6.) Next scheduled pool committee meeting is scheduled for Wednesday March 7, 2012 at 7:00 P.M. Town Hall.

Councilman James Kalbfleisch reported the following:

- **Retail Rate Filing** – All briefs were prepared and submitted in January 2012.
  - The Public Utility Law Judge is scheduled to provide a Proposed Order by Friday, February 24, 2012.
  - Appeals regarding the Judge's ruling will be due by Friday, March 9, 2012.
  - If there are any appeals, the Final Order will be effective on Monday April 30, 2012.

- **Legislation**

- The Town has opposed Senate Bill 188 that proposed a change where Williamsport would receive county tax revenue from only electric generating facilities located within the Town's jurisdiction as opposed to the entire county.
  - First Energy is to retire the R. Paul Smith coal plant in Williamsport before September 2012.
  - The proposed 20MW solar farm in Hagerstown could (under current regulations) supplant the majority of the revenue to be lost from the retirement of R. Paul Smith.
- House Bill 259 is to add an exemption for municipalities regarding the receipt and allocation of Regional Greenhouse Gas Initiative funds to residential customers.
  - March 2012 will be the final month for Williamsport in which each residential customer will receive a \$0.16 RGGI credit.
  - Due to the high administrative costs and low value to customers, eliminating the RGGI credits for Williamsport overall should be a net benefit to the Town.
  - The Town will seek support from other municipalities in order to propose additional exemptions from other burdensome regulations in the state.

Councilwoman Joan Knode reported that the Town buildings are in good shape, Christmas trees have been put away from the Charlie Brown Christmas held at the Springfield Farm Barn.

Asst. Mayor Tony Drury reported that he and Mayor McCleaf attended a boy scout merit badge ceremony on January 30, 2012.

Councilman Bill Green reported that there was a driveway problem on 42 West Potomac Street and those have been addressed. He also stated that the Town is enforcing the parking tickets and there are any outstanding parking tickets they need to be settled with the Town. He stated that the speed limit signs have all been posted throughout the town of Williamsport. Mr. Green has been working on having some curbing in Town replaced.

### **Mayor's Report**

Mayor James McCleaf reported that he and Asst. Mayor Tony Drury hosted a Tiger Cub Pack meeting at the Town Hall recently. He reminded the Council members that anyone had a wish list for this year's fiscal budget please submit to Town Clerk Donnie Stotemyer as soon as possible. Mayor and Donnie Stotemyer have begun to work on putting together numbers for this year's budget.

### **Unfinished Business**

Mayor James McCleaf informed the Council that Rehoboth United Methodist Church is seeking permission to hold a public worship service in Byron Memorial Park on Mother's Day Sunday, May 13, 2012. Councilwoman Joan Knode made a motion to permit Rehoboth United Methodist Church to hold its public worship service on Sunday, May 13, 2012 in Byron Memorial Park

seconded by Councilman Jim Kalbfleisch with all voting in favor motion carried - Asst. Mayor Tony Drury abstained from the vote.

**New Business**

Mayor James McCleaf reviewed with the Council the Town of Williamsport had been awarded a \$35,000 grant through Community Playgrounds and Parks to make pool repairs at L. Beard Pool in Byron Memorial Park. Town Clerk Donnie Stotemyer reviewed the following contracts:

**Contract 1**

1. Supply two (2) Astral portable lifeguard chairs
2. Assemble portable lifeguard on-site
3. Remove existing stands
4. Install dive stand\*

Total \$7,850

\*This is pending the approval from the State of Maryland. If not approved a credit of \$1,500 will be given.

Councilman Tim Fraker made a motion to award Contract 1 as presented to SwimKare Company of Hyattsville MD seconded by Asst. Mayor Tony Drury with all voting in favor motion carried.

**Contract 2**

1. Remove existing caulking on entire main and wading pools
2. Replace with new caulking on entire main and wading pools
3. Repair border tile in the expansion joint in mail pool

Total \$2,350

Councilman Tim Fraker made a motion to award Contract 2 as presented to SwimKare Company of Hyattsville MD seconded by Councilwoman Joan Knode with all voting in favor motion carried.

**Contract 3**

1. Chip out existing plaster approximately 3" deep and 3" wide along the entire perimeter of main pool
2. Repair the underlying gunite
3. Re-plaster the area in white

Total \$9,750

Councilman Tim Fraker made a motion to award Contract 3 as presented to SwimKare Company of Hyattsville MD seconded by Councilwoman Joan Knode with all voting in favor motion carried.

**Contract 4**

Plumbing for wading pool

1. Remove some of the existing PVC piping in the equipment room
2. Re-install new PVC schedule 40 PVC piping in order to "clean up" the filtration system

3. Remove existing sand in filter
4. Replace with new sand

Skimmer Replacement

1. Cut and chip out existing skimmer, the concrete box and concrete decking
2. Install new skimmer flush with deck
3. Replumb skimmer into with new schedule 40 PVC into existing plumbing
4. Replace concrete decking

Total \$7,750

Councilman Tim Fraker made a motion to award Contract 4 as presented to SwimKare Company of Hyattsville MD seconded by Asst. Mayor Tony Drury with all voting in favor motion carried.

Contract 5

1. Supply one (1) S.R. Smith PAL portable handicap lift
2. Assemble handicap lift on-site

Total \$7,200

Councilman Tim Fraker made a motion to award Contract 5 as presented to SwimKare Company of Hyattsville MD seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Mayor James McCleaf reviewed with the Council the updated Zoning Maps for the Town of Williamsport. Maps were updated by the Washington County Permits Division. Town Attorney Ed Kucyznski recommended that these maps need to be dated prior to being used. Councilman Jim Kalbfleisch made a motion to substitute the new zoning maps for the Town of Williamsport as presented, seconded by Asst. Mayor Tony Drury with all voting in favor motion carried.

Mayor James McCleaf reviewed with the Council a recommendation and appointment for the Town of Williamsport Planning and Zoning Commission. The Commission is recommending that the Mayor and Council appoint Ms. Carolyn Spinney to the Planning and Zoning Commission. Ms. Spinney is a resident of the Town of Williamsport, residing at North Artizan Street. Ms. Spinney has been actively involved in the meetings since July 2011. Ms. Spinney displays a sincere interest in the Town and shares with the Commission's desire to strengthen a planned approach for the improvements and changes that may be necessary. Councilman Tim Fraker made a motion to appoint Carolyn Spinney to the Town of Williamsport Planning and Zoning Commission seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Mayor James McCleaf reported that First Energy is closing R. Paul Smith coal fired power plant effective September 1, 2012. The decision to close the plants is based on the U. S. Environmental Protection Agency Mercury and Air Toxics Standards (MATS) which were recently finalized and other environmental regulations. Mayor McCleaf also stated a meeting is being arranged by U. S. Senator Benjamin Curdin's office with First Energy representatives.

Mayor James McCleaf informed the Council that the Town received a request for financial support from student Melinda Malott of 17330 Tamarack Drive Williamsport MD 21795. Ms.

Malott is seeking funding to participate with the People to People student leader ambassador program. The tuition needed is \$5,294 which includes airfare, meals and tuition for the program. To date she has collected \$2,110 towards her goal.

### **Citizen Participation**

Town resident Ken Lafferty informed the Mayor and Council about kids riding their skateboards on streets and sidewalks in town and also questioned the Mayor and Council when the Town Hall clock would be fixed. Mr. Lafferty also asked Town Attorney Ed Kucyznski about the progress of creating a demolition ordinance for the Town of Williamsport. Mr. Kucyznski stated he has a lot of questions concerning this ordinance and plans on meeting with the Town's Planning and Zoning Commission.

A motion was made by Councilman Tim Fraker made a motion to adjourn, seconded by Asst. Mayor Tony Drury with all voting in favor motion carried.

Respectfully submitted,

Donnie Stotelmyer  
Town Clerk  
Town of Williamsport